

VILLAGE OF JACKSON

VILLAGE BOARD MEETING

Tuesday, September 9, 2025 at 7:30 PM

Minutes

1. Call to Order and Roll Call

The meeting was called to order at 7:30 PM by Pres. Heckendorf.

Members Present: Pres. Heckendorf, Tr. Emmrich, Tr. Engelhardt, Tr. Kruepke, Tr. Kurtz, Tr. Olson, and Tr. Wells

Members Excused: None

Members Absent: None

Staff Present: Interim Administrator and Police Chief Ryan Vossekul, Inspections and Zoning Director Collin Johnson, Parks and Recreation Director Tyler Mentzel, Engineering Technician Logan Myers, Treasurer Darlene Smith, Public Works Director Jack Strahler, Fire Chief Aaron Swaney, and Clerk Jackie Schuh

2. Pledge of Allegiance

The Pledge of Allegiance was recited by those who were in attendance.

3. Public Hearings

- a. Resolution #25-25 Final Resolution Authorizing the Levy of Special Assessments Against Benefited Property Associated with the 2025 Ridgeway Drive and Chestnut Court Reconstruction Project
- b. Resolution #25-26 Final Resolution Authorizing the Levy of Special Assessments Against Benefited Property Associated with the 2025 Hickory Lane Reconstruction Project
- c. Conditional Use and Site Plan Review - N168W19490 Main Street, Parcel: V3_047700K - KARM Properties, LLC
- d. Conditional Use and Site Plan Review - N168W20788 Main Street, Parcel: V3_004000A - Center Main, LLC

Pres. Heckendorf opened the floor for the public hearings at 7:30 PM.

The following residents spoke regarding Public Hearing 3a::

- James Davis - W198N170114 Ridgeway Drive - Mr. Davis inquired whether the installation of streetlights would also be assessed to residents next year.
- Chad Erdman - W198N16949 Ridgeway Drive - Mr. Erdman thought his assessment should be for work done to the sidewalk and not to the curb, that a calculation error should be the Village's responsibility and not the resident's, and indicated his property had been hooked up to the sump pump lateral prior to this project.
- Jeff Peterson - W198N16994 Ridgeway Drive - Mr. Peterson stated he was thankful for the incredible work the Village staff has done on these projects, and expressed concern that a tree near the sidewalk may cause problems down the road.
- Nick Dentice - W198N19818 and W198N19820 Chestnut Court - Mr. Dentice stated he owns two 16-family rental properties, and he only received one letter for each on

August 21st. He thinks \$37,000.00 is an excessive amount of money for approximately 80 feet of sidewalk and sump pump connections.

The following residents spoke regarding Public Hearing 3b:

- Timothy Pare - W196N16500 Hawthorn Drive - Mr. Pare requested a breakdown of the cost per household and an explanation as to why it was broken down the way it was.
- Mike and Maggie Burkwald of N164W19630 Hickory Lane - Mr. and Mrs. Burkwald believe they should only be assessed for work completed from their sump pump to within 5 feet of the sidewalk and the Village should be responsible for any work beyond the easement. They inquired if the \$1,772.00 of shared costs should also be the responsibility of the Village, stated the restored ditches were too steep, and the approach to neighboring properties were asphalt instead of concrete.

No residents spoke regarding Public Hearings 3c or 3d.

Pres. Heckendorf thanked the residents for their comments and closed the Public Hearings.

4. Village Citizen Comment on an Agenda Item (Please sign-in with the Clerk prior to speaking. Please note this is the Village Board's monthly business meeting, not a public hearing. People wishing to speak on an item on the agenda should present their comments under this agenda item. Each commenter will be limited to a total of 2 minutes.)

None.

5. Consent Agenda
 - a. Approval of Minutes for the Village Board Meeting of August 12, 2025
 - b. Resolution #25-27 - A Resolution Declaring a State of Emergency in Response to Historic Rainfall and Flooding in August 2025
 - c. Resolution #25-28 - A Resolution Waiving Certain Permit Fees in Response to the State of Emergency Declared After Historic Rainfall and Flooding in August 2025

The motion to approve items 5a through 5c on the consent agenda was made by Tr. Olson and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

6. Budget and Finance Committee
 - a. Pay Request #2 - 2025 Hickory Lane Reconstruction Project - Vinton Construction in the amount of \$353,033.25

The motion to approve Pay Request #2 for the 2025 Hickory Lane Reconstruction Project payable to Vinton Construction in the amount of \$353,033.25 was made by Tr. Wells and seconded by Tr. Olson.

Vote: 7 ayes, 0 nays. Motion carried.

- b. Pay Request #4 - 2025 Ridgeway Drive and Chestnut Court Reconstruction Project - Advanced Construction in the amount of \$374,957.76

The motion to approve Pay Request #4 for the 2025 Ridgeway Drive and Chestnut Court Reconstruction Project payable to Advanced Construction in the amount of \$374,957.76 was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 7 ayes, 0 nays. Motion carried.

- c. Resolution #25-25 - Final Resolution Authorizing Levy of Special Assessments - 2025 Ridgeway Drive and Chestnut Court Reconstruction Project

The motion to approve Resolution #25-25 was made by Tr. Engelhardt and seconded by Tr. Kurtz.

Extensive discussion topics included special assessment calculation procedures and lawn credits for watering not being offered to residents. Director Straehler indicated lawn repairs are guaranteed by the contractor, and, if there is a problem, they will come back to re-seed again.

Vote: 7 ayes, 0 nays. Motion carried.

- d. Resolution #25-26 - Final Resolution Authorizing Levy of Special Assessments - 2025 Hickory Lane Reconstruction Project

The motion to approve Resolution #25-26 was made by Tr. Engelhardt and seconded by Tr. Olson.

Extensive discussion topics included how the special assessments were calculated, the resulting pitch of modified ditches, and when driveway approaches must be concrete as compared to asphalt.

Vote: 5 ayes, 2 nays. Tr. Emmrich and Tr. Kurtz voted nay. Motion carried.

- e. Pay Request #15 - Jackson Community Center Expansion Project - Moore Construction in the amount of \$280,943.70

The motion to approve Pay Request #15 for the Jackson Community Center Expansion Project to Moore Construction in the amount of \$280,943.70 was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 7 ayes, 0 nays. Motion carried.

7. Plan Commission

- a. Conditional Use and Site Plan Review - N168W19490 Main Street, Parcel: V3_047700K - KARM Properties, LLC

The motion to approve the Conditional Use and Site Plan for N168W19490 Main Street for KARM Properties, LLC, was made by Tr. Wells and seconded by Tr. Engelhardt.

Vote: 6 ayes, 0 nays. Tr. Kruepke abstained. Motion carried.

- b. Conditional Use and Site Plan Review - N168W20788 Main Street, Parcel:
V3_004000A - Center Main, LLC

The motion to approve the Conditional Use and Site Plan for N168W20788 Main Street for Center Main, LLC, subject to the past due water bill being paid, was made by Tr. Emmrich and seconded by Tr. Kurtz.

Vote: 7 ayes, 0 nays. Motion carried.

8. Board of Public Works

- a. Proposal to Implement Annual Fee for Brush and Yard Waste Site Access - 2026

The motion to suspend the rules and combine the discussion of agenda items 8a and 8b was made by Pres. Heckendorf and seconded by Tr. Kruepke. A roll call vote was taken:

Tr. Emmrich: Aye

Tr. Engelhardt: Aye

Tr. Kurtz: Aye

Pres. Heckendorf: Aye

Tr. Kruepke: Aye

Tr. Wells: Aye

Tr. Olson: Aye

Vote: 7 ayes, 0 nays. Motion carried.

The motion to not implement the fee for use of the Yard Waste Site so it remains free, and to approve the proposed operational changes to the brush and bag collection was made by Pres. Heckendorf and seconded by Tr. Kurtz.

Discussion topics for items 8a and 8b included reasons for operational changes in the past, the need for more or fewer curbside collections, providing collection services after major storms, code compliance to address brush left at the curb outside of collection times, and cost offsets when residents utilize the Yard Waste Site compared to curbside pick-up.

Pres. Heckendorf amended his motion to include the following:

1. No fee for Yard Waste Site Access
2. Brush collection in Spring and Fall
3. Bag collection bi-weekly from May through November, following the same schedule as recycling.

Tr. Kurtz agreed to the amendment.

Vote: 7 ayes, 0 nays. Motion carried.

- b. Proposed Operational Changes to Brush and Bag Collection – 2026

Items 8a and 8b were discussed in tandem. See motions under item 8a.

- c. Review - 2025 Draft Stormwater Pond Compliance Report and Recommendations

The motion to approve the 2025 Draft Stormwater Pond Compliance Report and Recommendations and to file with the Wisconsin Department of Natural Resources was made by Tr. Olson and seconded by Tr. Wells.

Vote: 7 ayes, 0 nays. Motion carried.

9. West Bend School District

Tr. Wells stated school is back in session and there is a new drop-off procedure.

10. Washington County Board Report

Pres. Heckendorf read a report from Washington County Executive Mike Schwab.

11. Greater Jackson Business Alliance

Nothing to report.

12. Mid-Moraine Municipal Association Report

Tr. Olson stated there is a Legislative meeting September 10th and a Dinner Meeting on September 24th.

13. Closed Session Pursuant to Wis. Stats. §19.85(1)(e) “deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session”, and §19.85(1)(g) "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved".

The closed session is for the following purposes:

1. To Discuss Development of Publicly Owned Property

The motion to proceed into closed session pursuant to Wis. Stats. §19.85(1)(e) and §19.85(1)(g) was made by Pres. Heckendorf and seconded by Tr. Emmrich. A roll call vote was taken:

Pres. Heckendorf: Aye

Tr. Emmrich: Aye

Tr. Engelhardt: Aye

Tr. Kurtz: Aye

Tr. Kruepke: Aye

Tr. Wells: Aye

Tr. Olson: Aye

Vote: 7 ayes, 0 nays. Motion carried. The meeting proceeded into closed session at 8:34 PM. Those present in closed session were Board members, Interim Administrator and Police Chief Ryan Vossekuil, Fire Chief Aaron Swaney, Public Works Director Jack Straehler.

Attorney Matt Parmentier and Cedar Corp Representative Matt Stephan joined the closed session virtually.

14. Reconvene in Open Session with Possible Action Related to the Subject of the Preceding Closed Session

The motion to reconvene in open session was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried. The meeting proceeded into open session at 10:02 PM.

No action was taken on the closed session items.

15. Adjourn

The motion to adjourn the meeting was made by Tr. Emmrich and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried. The meeting adjourned at 10:03 PM.

Respectfully Submitted,

Jacqueline Schuh
Village Clerk
Village of Jackson